



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES
Auditorium
November 21, 2022
4:00 p.m.

Present: Adam Warwas Terry Matney Nancy Cook Ramona Hacker
David Gratner Linda Shore Linda Brock

Absent:

Others Present: Winnie Logan Alissa Orr Brenda Martinez
Joyce Winchester Kevin McCurdy Abby Steele

AGENDA

A motion was made by Nancy Cook and seconded by Linda Brock for the approval of the agenda for the November 21, 2022 meeting. Motion carried.

COMPENSATION STUDY PRESENTATION

Abby Steele joined the meeting virtually and presented the findings of the library's compensation study done by NFP. The study showed that the library is currently under the 25% standard salary for each staff member. The board asked if the standard was for Indiana only or other parts of the country as well. Abby explained that the library's compensation study was based off of Indiana salaries. After discussion the board thanked Abby for the service. Board president Terry Matney suggested that the board have further discussions on what actions to take and then reach out to Abby if there were more questions.

MINUTES

A motion was made by Linda Shore and seconded by Linda Brock for the approval of the minutes of the October 17, 2022 meeting. Motion carried.

FINANCIAL REPORT

Register of Claims: October- Warrants # 129097-129154 were reviewed and signed for approval. Brenda reviewed the monthly financial reports. Brenda reported that the library has a healthy operating balance at 67.3% spent. Brenda reported that she is moving funds from First Merchants to Trust Indiana due to a better interest rate of 3.77% at Trust Indiana. A motion was made by Adam Warwas and seconded by Linda Shore for the approval of the financial report. Motion carried.

DIRECTOR'S REPORT

Director, Winnie Logan reviewed her monthly report. Winnie reported that she was informed by the Indiana State Library attorney that the board is unable to make changes to the section of the bylaws addressing meeting attendance due to the fact that this section of the bylaws is set by the state law that deals with public libraries. The board will review the bylaws at the January meeting.

Winnie reported that it is beginning to look a lot like Christmas around the library. The Library of Trees will begin on December 1 during the downtown Christmas walk. The library will also be joining with the Art Association in lighting up our corner of downtown.

Winnie reported that Stephanie Webster, Reference Supervisor resigned effective November 3. A motion was made by Adam Warwas and seconded by Linda Brock for the approval of the director's report. Motion carried.

FRIENDS OF THE LIBRARY REPORT

Joyce Winchester, Friends' president, reported that the Friends will be participating in this year's Library of Trees event. Joyce also reported that the Friends made a large donation of 16 boxes of children's and YA books to a school in Kentucky that lost everything in a flood.

The Friends will have their last book sale of the year on Saturday, December 10 from 12pm to 4pm.

BUILDING PROJECT

Architect Update

Architect Kevin McCurdy presented updated designs of the library construction plan to the board. Kevin presented the board with two options for the lower level entrance. After discussion the board asked Kevin to combine the two designs with elements from both options. The board will meet for a work session on December 12 at 2:30 pm to further discuss the updated designs.

OLD BUSINESS:

None

NEW BUSINESS:

The board briefly discussed the results of the salary study. The board is interested in increasing wages to come up to at least the minimum suggested by the study. Board President, Terry Matney requested that Winnie present a recommendation to the board at the December meeting that would move us closer to the appropriate wages while remaining within the 2023 salary budget. David Gratner requested that the recommendation presented in December include health insurance benefits for a more accurate representation of total compensation. The board will also have an executive session at 3:30pm on December 12 to discuss employee performance evaluation.

Winnie presented the 2023 Employee health insurance renewal options. The library has been with Anthem for the last several years and this year we put it out to bid with other companies in the hope of receiving a lower quote. None of the quotes we received were better than the Anthem renewal. Adam Warwas moved to accept the suggested renewal with the library paying the 75% of premiums and contributing \$1000 paid quarterly to those employees who select the HSA option. Linda Brock seconded the motion. Motion carried.

A motion was made by Nancy Cook and seconded by Linda Brock for adjournment. The meeting adjourned at 7pm.

Respectfully Submitted,
Alissa Orr